

# BOARD OF SUPERVISORS

## Brown County



305 E. WALNUT STREET  
E-Mail: [BrownCountyCountyBoard@co.brown.wi.us](mailto:BrownCountyCountyBoard@co.brown.wi.us)  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

### "PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

THE WEEK OF  
August 24 – 28,, 2015

#### MONDAY, AUGUST 24, 2015

- |          |  |  |
|----------|--|--|
| *6:00 pm | Land Conservation Subcommittee                   | Room 161, UW Extension<br>1150 Bellevue Street |
| *6:15 pm | Planning, Development & Transportation Committee | Room 161, UW Extension<br>1150 Bellevue Street |

#### TUESDAY, AUGUST 25, 2015

- |          |  |  |
|----------|--|--|
| *4:00 pm | Children With Disabilities Education Board | Syble Hopp School<br>755 Scheuring Road                            |
| *5:00 pm | Board of Health                            | 2 <sup>nd</sup> Floor, Health Department<br>610 S. Broadway Street |

#### WEDNESDAY, AUGUST 26, 2015

- |          |  |  |
|----------|--|--|
| *3:30 pm | Professional Football Stadium District | MVP Box 4039, Lambeau Field Atrium<br>1265 Lombardi Avenue |
| *5:30 pm | Human Services Committee               | Room 200, Northern Building<br>305 E. Walnut Street        |

#### THURSDAY, AUGUST 27, 2015

- |                     |  |   |
|---------------------|--|---|
| *8:30 am            | Aging & Disability Resource Center – Board of Directors            | De Pere Community Center<br>600 Grant Street                    |
| <del>*5:30 pm</del> | <del>Administration Committee – Cancelled</del> (New date pending) | <del>Room 200, Northern Building<br/>305 E. Walnut Street</del> |

#### FRIDAY, AUGUST 28, 2015

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

**BOARD OF SUPERVISORS**

*Brown County*



305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600  
PHONE (920) 448-4015 FAX (920) 448-6221

**LAND CONSERVATION SUBCOMMITTEE**

Norbert Dantine, Jr., Chair  
Dave Kaster, Vice Chair  
Bernie Erickson, Dave Landwehr,  
Tom Sieber, Dan De Grave

**LAND CONSERVATION SUBCOMMITTEE**

**Monday, August 24, 2015  
6:00 p.m. (PD&T to Follow)  
Room 161, UW Extension  
1150 Bellevue Street**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEMS LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of July 27, 2015.
- IV. Discussion regarding Budget meeting date and time.

**Comments from the Public**

1. Budget Status Financial Report for July, 2015.
2. Departmental Openings Summary.
3. Director's Report.

**Other**

4. Such Other Matters as Authorized by Law.
5. Adjourn.

Norb Dantine, Jr., Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

# BOARD OF SUPERVISORS

## Brown County



305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600  
PHONE (920) 448-4015 FAX (920) 448-6221

### PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair  
Dave Kaster, Vice Chair  
Dave Landwehr, Norbert Dantine, Tom Sieber

### PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, August 23, 2015  
Approx. 6:15 p.m. (or to follow Land Con)  
Room 161, UW Extension  
1150 Bellevue Street

### **NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of July 27, 2015.
- IV. Discussion regarding Budget meeting date and time.

### Comments from the Public

1. **Review minutes of:**
  - a. Harbor Commission (May 11, 2015 and July 20, 2015).
  - b. Planning Commission Board of Directors (June 3, 2015).
  - c. Solid Waste Board (May 18, 2015).

### Communications

2. Communication from Supervisor Gruszynski re: That the Brown County Board, in collaboration with staff, the Library Board and the community, build a comprehensive plan to update aging library facilities, especially central library, to improve the quality of service, efficiency, space and budget. *Referred from August County Board.*

### Register of Deeds

3. Budget Status Financial Report for July, 2015.
4. Departmental Openings Summary.
5. Property Fraud Alert.
6. Wisconsin Rental Weatherization Program.

### Public Works

7. Recommendation & Approval for CTC Water Main Check Valves Installation – Project #2000.
8. Summary of Operations.
9. Director's Report.

## **PLANNING AND LAND SERVICES**

**Land Information** – No agenda items.

### **Planning Commission**

10. Budget Status Financial Report for July, 2015.
11. Update re: Development of the Brown County Farm property – *standing item*.
12. **Property Listing** - Budget Status Financial Report for July, 2015.

### **Zoning**

13. Budget Status Financial Report for July, 2015.
14. Request for waiver of shoreland permit double fee.

### **Airport**

15. Discussion of development around the airport by developer Garritt Bader.
16. Budget Status Financial Report for July, 2015.
17. Departmental Openings Summary.
18. Director's Report.
19. **UW-Extension** - Budget Status Financial Report for July, 2015.

**Port & Resource Recovery** – No agenda items.

### **Other**

20. Audit of bills.
21. Such other matters as authorized by law.
22. Adjourn.

Bernie Erickson, Chair

### **Attachments**

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

Pursuant to Section 19.84, notice is hereby given to the public:

***BROWN COUNTY CHILDREN WITH DISABILITIES  
EDUCATION BOARD AGENDA***

Tuesday, August 25, 2015 - 4:00 PM  
Syble Hopp School

1. Call to Order - 4:00 p.m. – S. King
2. Action Item: Approval of July 15, 2015 Board Minutes
3. Action Item: Approval of Agenda
4. Action Item: Donations
5. Action Item: Resignation
6. Action Item: Replacement position
7. Parent Organization Report
8. Action Item: Financial Report
9. Action Item: Lunch and School Fees
10. Action Item: Substitute daily rates for the 2015-16 school year
11. Action Item: Administrators Report
12. Action Item: Payment of Bills
13. Executive Closed Session: The Board will move to executive closed session as allowed by Wisconsin Stats 19.85 (1)(c)(f)(i) for the purpose of personnel issues
14. Action Item: Staff request
15. Adjournment

"Any person wishing to attend who, because of disability requires special accommodation should; contact Syble Hopp School at 336-5754 by 3:00 p.m. on Monday, August 25, 2015 so arrangements can be made."

**BROWN COUNTY BOARD OF HEALTH  
TUESDAY, August 25, 2015  
5:00 PM**

Brown County Health Department  
610 South Broadway Street  
Second Floor Conference Room  
Green Bay, WI 54303

**AGENDA**

1. Call to Order, Welcome, and Introductions
2. Approval / Modification of the Agenda
3. Approval of Minutes of July 28, 2015
4. Open Session: Discussion and possible action regarding the Shirley Wind Turbines.
5. Closed Session: Notice is hereby given that the governmental body will adjourn into a closed session for discussion with legal counsel, possible action and the strategy to adopt regarding the Shirley Wind Turbines as it relates to the analysis of the supporting documents. Closed session is authorized pursuant to Wis. Stat § 19.85 (1)(g), for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved.
6. Reconvene into Open Session: Discussion and possible action regarding the Shirley Wind Turbines and the analysis of the supporting documents.
7. All Other Business Authorized by Law
8. Adjournment / Next Meeting Schedule

**Board of Health members please RSVP attendance to Patti at 448-6405 no later than 4:30 PM Friday, August 21, 2015. Thank you!**

Notice is hereby given that action by this board may be taken on any of the items which are described or listed in this agenda.

**GREEN BAY/BROWN COUNTY  
PROFESSIONAL FOOTBALL STADIUM DISTRICT  
AGENDA**

**WEDNESDAY, AUGUST 26, 2015**

**3:30 P.M.**

1265 LOMBARDI AVENUE  
LAMBEAU FIELD ATRIUM – MVP BOX 4039  
Enter via American Family or Oneida Nation Gate off Oneida Street  
Take Elevator or Escalator to Fourth Level

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve/Modify Agenda
5. Request for Approval of the Minutes – June 10, 2015
6. Communications:
  - A. Green Bay Packers Financials – July 21, 2015 Packers.com Article “New Broadcast Contracts, Pro Shop Contribute to Another Revenue Record”
  - B. July 31, 2015 Green Bay Press Gazette Online Article “Lambeau Turf is Fine, Let the Concerts Continue”
  - C. Late Communications (if any)
7. Requests for Funds - Presentations:
  - A. The Neville Public Museum Foundation, Inc.
  - B. The Children’s Museum
  - C. CVB – WAMO Pool 2017
8. At the option of the Board, convene into closed session pursuant to Section 19.85(1)(e) of the Wisconsin Statutes for purposes of deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; to-wit, negotiation strategy regarding possible support of the above requests through District Special Events and Economic Development Fund.
9. Return to Open Session for Possible Action on Item 7
10. June and July 2015 Financial Reports
11. 2014 Audit
12. Director’s Report
13. Motion to Adjourn

*Any person wishing to attend who, because of a disability, requires special accommodations should contact Diane Roskom at (920) 965-6997 so arrangements can be made.*

# BOARD OF SUPERVISORS

## Brown County



305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600  
PHONE (920) 448-4015 FAX (920) 448-6221

### HUMAN SERVICES COMMITTEE

Patrick Evans  
Dan Robinson, Erik Hoyer,  
Dan Haefs, Pat La Violette

### HUMAN SERVICES COMMITTEE

Wednesday, August 26, 2015

5:30 p.m.

Room 200, Northern Building  
305 E. Walnut Street

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEM LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of June 24, 2015.

### Comments from the Public

### Report from Human Services Chair, Patrick Evans

1. **Review Minutes of:**
  - a. Aging & Disability Resource Center of Brown County (May 28, 2015).
  - b. Aging & Disability Resource Center Executive/Finance Committee (April 16, 2015).
  - c. Board of Health (May 12, 2015).
  - d. Community Options Program Planning Committee (July 20, 2015).
  - e. Human Services Board (June 11, July 9 & August 13, 2015).
  - f. Veterans' Recognition Subcommittee (June 16 & July 21, 2015).

### Communications

2. Communication from Supervisor Robinson re: That the new County Human Services Director and the Human Services Department staff put together a report to be presented at the August Human Services Committee, with monthly updates to the Committee that examines: CTC/In – patient Mental Health & AODA County Services; community Mental Health and AODA County Services; Mental Health and AODA services offered by the community in general with which the County has a partnership. ***Standing item.***
3. Communication from Supervisor Zima re: That the Human Services Director and Brown County Sheriff work together to develop a plan to provide a treatment plan for prisoners who presently make up a third of our jail population. ***Referred from July County Board.***
4. Communication from Supervisor Zima re: I am requesting that Brown County review its past and present mental health services and develop a more comprehensive plan to treat both short and long term mental health patients including but not limited to 1) alcohol and drug abuse detox and



treatment; and 2) children, adolescent and adult mental health treatment. ***Referred from July County Board.***

5. Communication from Supervisor La Violette re: Who (state/county) is going to pay for the drug testing of people on welfare? Who (state/county) is going to run the program? What is the time table for implementation? Is this a state mandate to be funded by counties? Where is the cost/benefit analysis? What will happen to people who test positive? ***Referred from July County Board.***
6. Communication from Supervisor Erickson re: That Brown County budget some funding in the 2016 budget to start some services for addicts. This has been overlooked. We provide funding to the Drug Task Force but nothing for those that slip between the cracks. We may even be able to share staff and help between the CTC and the jail. ***Referred from July County Board.***

#### **Aging & Disability Resource Center**

7. Report re: The top three unfunded or underfunded needs in each department that reports to the Human Services Committee, including attached dollars amount. ***Motion at June Human Services meeting: That the department heads reporting to the Human Services Committee report to the Committee the top three unfunded or underfunded needs with an attached dollar amount and that this information be provided by the August meeting.***

#### **Health Department**

8. Report re: The top three unfunded or underfunded needs in each department that reports to the Human Services Committee, including attached dollars amount. ***Motion at June Human Services meeting: That the department heads reporting to the Human Services Committee report to the Committee the top three unfunded or underfunded needs with an attached dollar amount and that this information be provided by the August meeting.***

#### **Veterans Services**

9. Report re: The top three unfunded or underfunded needs in each department that reports to the Human Services Committee, including attached dollars amount. ***Motion at June Human Services meeting: That the department heads reporting to the Human Services Committee report to the Committee the top three unfunded or underfunded needs with an attached dollar amount and that this information be provided by the August meeting.***

#### **Human Services Department**

10. Resolution re: Helping families move from homelessness to self-sufficiency. ***Standing Item until such time that there is action to be taken.***
11. Resolution re: Reclassification of the Long Term Care Manager in the Human Services Table of Organization.
12. Resolution re: Reorganization of the Table of Organization of the Human Services – Community Treatment Center.
13. Report re: The top three unfunded or underfunded needs in each department that reports to the Human Services Committee, including attached dollars amount. ***Motion at June Human Services meeting: That the department heads reporting to the Human Services Committee report to the Committee the top three unfunded or underfunded needs with an attached dollar amount and that this information be provided by the August meeting.***
14. Executive Director's Report.
15. Financial Report for Community Treatment Center and Community Programs.
16. Statistical Reports.
  - a. CTC Staff – Double Shifts Worked.
  - b. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
  - c. Monthly Inpatient Data – Bellin Psychiatric Center.
  - d. Child Protection – Child Abuse/Neglect Report.
  - e. Monthly Contract Update.

17. Request for New Non-Continuous Vendor.
18. Request for New Vendor Contract.

**Syble Hopp** – No agenda items.

**Other**

19. Such other Matters as Authorized by Law.
20. Audit of bills.
21. Adjourn.

Patrick Evans, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY  
BOARD OF DIRECTOR'S MEETING-AGENDA**

**Thursday, August 27, 2015**

**Board Meeting 8:30 a.m.**

**Note Location Change: DePere Community Center  
600 Grant St DePere Wi 54115**

<b>Agenda Item</b>	<b>Handout</b>	<b>Action Required</b>
1. Pledge of Allegiance		
2. Introductions		
3. Adoption of Agenda	Yes	Yes
4. Approval of the minutes of regular meeting of July 9th , 2015	Yes	Yes
5. Comments from the public <ul style="list-style-type: none"><li>• Must be limited to items not on the agenda</li><li>• State name and address for the record</li><li>• Comments will be limited to five minutes</li><li>• The Board's role is to listen and not discuss comments or take action on those comments at this meeting</li></ul>		
6. Finance Report <ul style="list-style-type: none"><li>a. Review and approval of July 2015 Finance Report</li><li>b. Review and approval of Restricted Donations</li></ul>	Yes	Yes
7. Review and Approval of 2014 Audit <ul style="list-style-type: none"><li>a. Audited Net Asset Report and 990</li></ul>	Yes	Yes
8. Rural Specialized Transportation Needs Study	Yes	Yes
9. Directors Report <ul style="list-style-type: none"><li>a. Grant application-Modernization Nutrition Grant</li><li>b. 3 Year Aging Plan-Approval of Draft</li><li>c. County Executive Budget Meeting</li><li>d. ADRC Board Member Contacts</li><li>e. Policy and Procedure on Backgrounds</li></ul>	Yes Yes  Yes Yes	Yes Yes  Yes Yes
10. Family Care Update		
11. Legislative Updates		
12. Announcements		
13. Next Meeting – September 25 <sup>th</sup> , 2014		
14. Adjourn		Yes

---

Marvin Rucker, Chairperson  
Aging & Disability Resource Center  
of Brown County

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda. Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County Office at (920) 448-4300 two days before the meeting so that arrangements can be made.

ADRC Vision: "Building a community that values, empowers, and supports seniors, adults with disabilities and their caregivers"

## August 2015



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5 Public Safety 11:00 am	6 Ed and Rec 5:30pm @ Museum	7	8
9	10 Executive Cmte 5:30 pm	11	12	13	14	15
16	17	18 Veterans Recognition Subcmte 5:00 pm	19 Sp. Admin 6:30 Sp. Exec 6:30 <b>Board of Supervisors</b> 7:00 pm	20	21	22
23	24 Land Con 6:00pm PD&T 6:15pm	25	26 Human Svc 5:30 pm	27 <del>Admin Cmte</del> 5:30 pm <i>Cancelled</i> (New Date Pending)	28	29 
30	31					



## SEPTEMBER 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2 Public Safety 11:00 am	3 Ed & Rec 5:30 pm Way Morr Park 	4	5
6	7 Labor Day <i>County Board Office Closed</i>	8 Executive Cmte 6:00 pm	9	10	11	12
13	14	15 Veterans Recognition Subcmte 5:00 pm	16 <b>Board of Supervisors</b> 7:00 pm	17 CJCB 8:00 am	18	19
20 	21	22	23 Human Svc 5:30 pm	24 Admin Cmte 5:30 pm	25	26
27 	28 Land Con 6:00 pm PD&T 6:15 pm 	29	30			

## **BROWN COUNTY COMMITTEE MINUTES**

- Human Services Board (August 13, 2015)
- Library Board (July 16 & July 23, 2015)

**To obtain a copy of Committee minutes:**

[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

**OR**

**Contact the Brown County Board Office or the County Clerk's Department**

## **PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD**

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, August 13, 2015 in in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

---

**Present:** Chairman Tom Lund  
Carole Andrews, Craig Huxford, Bill Clancy, Susan Hyland, Paula Laundrie,  
Helen Smits, JoAnn Grashberger

**Also Present:** Erik Pritzl, Executive Director  
Luke Schubert, Hospital & Nursing Home Administrator  
Eric Johnson, Finance Manager  
Lana Cheslock, Children, Youth & Families Manager  
Gena Schupp, Child Protection Supervisor  
John Bushmaker, Child Protection Supervisor  
Kevin Brennan, Child Protection Supervisor  
Lauren Krukowski, Child Protection Supervisor  
Melinda Mommaerts, Child Protection Supervisor

---

1. **Call Meeting to Order:**  
The meeting was called to order by Chairman Tom Lund at 5:15 pm.

2. **Approve/Modify Agenda:**  
GRASCHBERGER/HYLAND moved to approve the agenda.  
The motion was passed unanimously.

3. **Approve Minutes of July 9, 2015 Human Services Board Meeting:**  
  
LAUNDRIE/HYLAND moved to approve the minutes dated July 9, 2015.  
The motion was passed unanimously.

4. **Executive Director's Report:**  
  
Executive Director Pritzl included his written report with the agenda.

HUXFORD/ANDREWS moved to receive and place on file.  
Motion was carried unanimously.

4. **Presentation re: Child Protection:**  
  
The board was given a handout from the Child Protection Unit (attached). Children, Youth & Families Manager Cheslock gave an overview. Cheslock as well as the five Child Protection Supervisors gave the presentation. They took a case from the referral through current state.  
  
HUXFORD/ANDREWS moved to receive and place on file.  
Motion was carried unanimously.

**6. Administrator Report (CTC):**

The Bay Haven Admission Criteria, the NPC monthly report and the QAPI summary report were submitted with the board packet agenda.

LAUNDRIE/GRASCHBERGER moved to approve the Bay Haven admission criteria. Motion was carried unanimously.

HUXFORD/HYLAND moved to receive items 6b and 6c and place on file. Motion was carried unanimously.

**7. Financial Report:**

A financial report was submitted with the board packet agenda.

GRASCHBERGER/HYLAND moved to receive and place on file. Motion was carried unanimously.

**8. Statistical Reports:**

Please refer to the packet which includes this information.

**9. Approval for New Non-Continuous Vendor:**

Please refer to the packet which includes this information.

**10. Approval for New Vendor Contract:**

Please refer to the packet which includes this information.

**11. Other Matters:**

Next Meeting: Thursday, September 10, 2015  
5:15 p.m. – Community Treatment Center, Room 365

**12. Adjourn Business Meeting:**

LAUNDRIE/ANDREWS moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 6:24 p.m.

Respectfully Submitted,

Kara Navin  
Office Manager

## Brown County Child Protection Overview

Brown County Child Protection continues to adjust to the ever changing needs of the community with regards to child safety. Although we have seen consistency in the number of child neglect and abuse referrals since the initial rise in 2011-2012, we are still significantly impacted by this increase. From 2013 to 2015 there was an immediate impact on the initial assessment unit as a result of the spike in referrals. Subsequently, during this same time frame, we have seen a consistent rise in the amount of ongoing cases and are reaching a breaking point of our ability and capacity to maintain at the level needed to adhere to Wisconsin Standards and Statutes.

### Purpose and Scope of Child Protective Services

Child Protective Services (CPS) is a specialized field of the Child Welfare System. CPS intervention is warranted whenever there is a report that a child may be unsafe, abused or neglected, or be at risk of abuse or neglect. The purpose of the CPS system is to identify and alter family conditions that make children unsafe or place them at risk for abuse or neglect. The scope of Child Protective Services includes Access, Initial Assessment, and Ongoing Services. CPS is an integrated system of intervention that identifies conditions that make children unsafe or that put children at risk of abuse or neglect and then provides services to families to assure that children are safe and protected. CPS accomplishes this by receiving and responding to reports of abuse or neglect, conducting initial and family assessments, developing and implementing protective, safety and case plans, and providing services and case management until cases can be safely closed. The goal of the child protective services system is to support parents/caregivers in making necessary changes to assure that their children are safe and protected.

Child Protection is guided by Standards set forth by the Wisconsin Department of Children and Families. Embodied in these Standards are the following beliefs:

- All children deserve protection and a safe, permanent home. Public agencies are charged with responsibility to conduct a thorough initial assessment in response to screened in Child Protective Service reports in order to assure that children are safe and protected.
- Parents/caregivers are viewed as the primary authorities in the family and are most accountable for safety and security within the family home. A collaborative relationship between CPS and parents/caregivers is based on the principles of respect, honesty, equity, and self-determination.
- CPS is a government intervention. The primary function of initial assessment is to identify families who require support and services to assure child safety and protection.
- When a child has been maltreated by an individual outside of the family, CPS acts as consultants and advocates for the parents/caregivers in meeting their child's need.



## CPS Access & Initial Assessment

CPS Access means the function of the agency to gather information leading to a determination of the need for CPS intervention. This function determines screen in or screen out of cases.

Screen in/screen out means the decision to accept or not accept a report of alleged child maltreatment or threatened maltreatment for assessment/investigation, based on whether the allegation, if true, meets statutory definitions of child maltreatment and threatened maltreatment. A report that is "screened in" is accepted for assessment/investigation. A report that is "screened out" is closed without an assessment/investigation.

Initial Assessment refers a comprehensive assessment of individual and family conditions, functioning, and dynamics in response to a report of alleged child maltreatment and includes the CPS investigation process as defined in s. 48.981(3)(c), Stats.

**In 2014, Brown County received 4,785 referrals. 1,768 were assigned to an Initial Assessment worker.**

**As of July 6 in 2015, Brown County received 2,506 referrals. 878 were assigned to an Initial Assessment worker.**

## CPS Ongoing

Ongoing services worker means the person who is responsible for the management of a case after initial assessment/investigation. In counties where a team may be assigned a case, ongoing services worker means the individual who is primarily responsible for the case.

Number of children on a Child in Need of Protection and Services (CHIPS) Order: Approximately 350

## CPS Out of Home Care (Foster Care)

Out-of-home care means care provided in a foster home, treatment foster home, group home, residential care center for children and youth, secure detention facility or shelter care facility to a child for whom a permanency plan is required but does not include care provided in a secured correctional facility as defined under s.938.02(15m), Stats.

Total Number of Children in Out of Home Care: 220

Number of Children in a foster home (non-relative, TFC non relative): 79

Number of Children w/ a relative: (foster care-relative/kinship/kinship non paid/TFC relative): 110

Number of Children in a treatment facility: 9

Number of children in "other" placements (shelter care, Detention, AWOL): 12

Trial Reunification: 10

Voluntary Kinship: 315 & Court Ordered Kinship: 71

**There are approximately 600 children living in out of home placements in Brown County.**

Approximately 158 children in our county reached some type of permanency from January 2015 to current.

This includes: Reunification to a parent (90), Termination of Parental Rights/Adoption (12), Transfer of Guardianship (42), Independent Living /Other (24).

### **Statutory Definitions of Abuse and Neglect**

Statutory Definitions of Abuse and Neglect Physical Abuse [Physical abuse] is defined in s. 48.02(1)(a), Stats., as "Physical injury inflicted on a child by other than accidental means." "'Physical injury' includes but is not limited to lacerations, fractured bones, burns, internal injuries, severe or frequent bruising or great bodily harm as defined under s. 939.22(14)." [Ref. s. 48.02(14g), Stats.]

Neglect Neglect is defined in s. 48.981(1)(d), Stats., as "failure, refusal or inability on the part of a caregiver [as defined in s. 48.981(1)(am), Stats.], for reasons other than poverty, to provide necessary care, food, clothing, medical or dental care or shelter so as to seriously endanger the physical health of the child."

Sexual Abuse [Sexual abuse] is defined in s. 48.02(1), Stats., as: 1) "Sexual intercourse or sexual contact under s. 940.225, 948.02 or 948.025." [Ref. s. 48.02(1)(b), Stats.] Section 940.225, Stats., addresses sexual assault of any person, and therefore includes sexual assault of a child aged 16 or 17 years old or less.

Emotional Damage is defined as "emotional damage for which the child's parent, guardian or legal custodian has neglected, refused or been unable for reasons other than poverty to obtain the necessary treatment or to take steps to ameliorate the symptoms". [Ref. s. 48.02(1)(gm), Stats.] "'Emotional damage' means harm to a child's psychological or intellectual functioning. 'Emotional damage' shall be evidenced by one or more of the following characteristics exhibited to a severe degree: anxiety; depression; withdrawal; outward aggressive behavior; or a substantial or observable change in behavior, emotional response or cognition that is not within the normal range for the child's age and stage of development." [Ref. s. 48.02(5j), Stats.]

### **Contact Information:**

Manager: Lana Cheslock, 920-448-6176, [Cheslock\\_LC@co.brown.wi.us](mailto:Cheslock_LC@co.brown.wi.us)

CPS Intake: Lauren Krukowski, 920-448-6139, [Krukowski\\_LM@co.brown.wi.us](mailto:Krukowski_LM@co.brown.wi.us)

CPS Intake: Melinda Mommaerts, 920-448-6015, [Mommaerts\\_ML@co.brown.wi.us](mailto:Mommaerts_ML@co.brown.wi.us)

CPS Ongoing: John Bushmaker, 920-448-6019, [Bushmaker\\_JP@co.brown.wi.us](mailto:Bushmaker_JP@co.brown.wi.us)

CPS Ongoing: Kevin Brennan, 920-448-6010, [Brennan\\_KP@co.brown.wi.us](mailto:Brennan_KP@co.brown.wi.us)

Foster Care & Family Support: Gena Schupp, 920-448-6252, [Schupp\\_GM@co.brown.wi.us](mailto:Schupp_GM@co.brown.wi.us)

## PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on **July 16, 2015** at **5:15 p.m.** at the **Northern Building, 305 E. Walnut Street, Room 660, Green Bay, WI**

**PRESENT:** KATHY PLETCHER, CHAD BIANCHI, NATHAN JESKE, BOB NIELSEN, and CHRISTOPHER WAGNER

**EXCUSED:** CARLA BUBOLTZ TIM NIXON, JOHN VAN DYCK, and VICKY VAN VONDEREN

**ALSO PRESENT:** Brian Simons, Lori Denault, Sue Lagerman, Curt Beyler, Francis Beaumier and Becky Phillips (staff). August Neverman (Chief Information Officer, Brown County Technical Services); Bill Meindl (Green Bay Development News); and Harold Kaye (Brown County Supervisor).

### CALL TO ORDER

President Kathy Pletcher called the meeting to order at 5:23 p.m.

### II. APPROVE CONSENT ITEMS

**A. Agenda** There were no changes to the agenda. Motion by C. Bianchi, seconded by N. Jeske, to approve the agenda. Motion carried.

**B. Minutes** B. Nielsen asked about the Southwest Branch and the execution of the addition; specifically who would have jurisdiction? Ideally, the Library Board should make decisions but it really depends on where the funding is chosen from. However, the library, in the past, has had a voice in decisions even in these circumstances. There were no changes to the minutes. Motion by N. Jeske, seconded by B. Nielsen, to approve the May meeting minutes. Motion carried.

### III. COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC

None.

### IV. LIBRARY BUSINESS

#### **A. Technology Report**

##### **1. BCTS Budget Presentation – August Neverman, BCTS CIO**

August Neverman presented on the 2016 BCTS budget of \$7,904,874 and explained how chargebacks to the library are allocated (it's a mathematical formula applied to all county departments). He also reviewed BCTS' 2015 Services Goals, many of which have been met (goals related to email and secure data transfer, SharePoint preparation, collaboration tools upgrade, the formation of a Technology Steering Committee which Brian and Kathy Pletcher serve on, and more) and others that are still in process (operations improvement, work order system upgrade; network security updates, etc.). Planned activity for 2016 includes studying the wireless signal for the public wireless network (which impacts the library significantly) improving public and private wireless security; BCTS staff reorganization; and general security improvements.

B. Nielsen asked how long this model has been used and about validation – how much did services align with chargebacks? A. Neverman replied that this model has been used for least three fiscal cycles. A time study was previously conducted and it came within 5-10%. This is a stable model but it doesn't represent when there is a major upgrade.

The library's bill is \$751,550 includes services/expenses specific to the library. Overhead costs are divided among all departments based on ratios.

C. Wagner thanked A. Neverman for his presentation and mentioned how he feels much more comfortable with the process being used. K. Pletcher thanked August for the transparency – and the steering committee for their governance.

#### **B. Financial Manager's Report, Bills and Donations**

**Motion** by C. Wagner, seconded C. Bianchi to approve the April, May and June Gifts grants and donations as follows:

Brown County Library  
Gifts, Grants & Donations Report  
April 2015

04/01/15	Central Donation Box (various donors)	44.10	Children's Garden
04/08/15	Friends of Brown County Library	260.00	Local History Event
04/08/15	Denmark Lions Club	500.00	Denmark Classes & Events
04/08/15	Ulster Irish Genealogy Participants	254.00	Adult Classes & Events
04/08/15	Friends of Brown County Library	63.56	Class & Event Supplies
04/09/15	Evening in Tuscany Participants	573.00	Wrightstown Materials
04/09/15	Local History & Genealogy Participants	61.00	Genealogy/History Materials
04/17/15	Joanne Johnson	1,000.00	Ashwaubenon Improvements
04/17/15	Friends of Brown County Library	8.98	Class & Event Supplies
04/17/15	Focus on Energy	1,435.84	Kress Lighting
04/23/15	Susan Chapel Conlon	500.00	Kress Summer Reading
04/23/15	Branch Buddies of Brown County Library	163.41	Class & Event Supplies
04/23/15	Friends of Brown County Library	17.89	Every Child Ready to Read
04/01/15	Ashwaubenon	25.40	Donation Box
04/01/15	Bookmobile		Donation Box
04/01/15	East	60.99	Donation Box
04/01/15	Weyers/Hilliard	19.09	Donation Box
04/01/15	Central Circulation		Donation Box
04/01/15	Kress	23.07	Donation Box
04/01/15	Pulaski	7.30	Donation Box
04/01/15	Southwest	11.88	Donation Box
04/01/15	Wrightstown	31.48	Donation Box
	<b>Total Donations</b>	<b>\$ 5,060.99</b>	

#### Federal & State Grants

04/30/15	Nicolet Federated Library System	\$ 3,901.26	Collection Development
04/30/15	Nicolet Federated Library System	440.00	Continuing Education
04/30/15	Nicolet Federated Library System	2,083.33	Technology Grant
	<b>Total Grants</b>	<b>\$ 6,424.59</b>	

### Brown County Library Gifts, Grants & Donations Report May 2015

#### Gifts & Donations

05/01/15	Central Donation Box (various donors)	12.38	Children's Garden
05/06/15	Friends of Brown County Library	2,127.58	Class & Event Supplies
05/06/15	James & Julia Norton	100.00	East Summer Reading Prog.
05/06/15	FBCL/Wrightstown Area Library Committee	3,065.86	Wrightstown Operating Exp.
05/13/15	Mary Watts	20.00	Children's Garden
05/20/15	Lasch Steel & Recycling	102.46	Weyers-Hilliard Programming
05/20/15	Eileen Swanson - In Memory of Frances Van Da Huvel	25.00	Genealogy/History Materials
05/20/15	Gillott/Tomcheck - In Memory of Al Denissen	50.00	History/Local Veterans
05/31/15	Denault	10.00	Library Improvements
05/01/15	Ashwaubenon	31.32	Donation Box
05/01/15	Bookmobile		Donation Box
05/01/15	East	36.06	Donation Box
05/01/15	Weyers/Hilliard	14.31	Donation Box
05/01/15	Central Circulation		Donation Box
05/01/15	Kress	7.89	Donation Box
05/01/15	Pulaski	10.50	Donation Box
05/01/15	Southwest	46.70	Donation Box

05/01/15	Wrightstown	11.99	Donation Box
	<b>Total Donations</b>	<b>\$ 5,672.05</b>	

#### Federal & State Grants

05/31/15	Nicolet Federated Library System	\$ 13,185.77	Collection Development
05/31/15	Nicolet Federated Library System	676.91	Continuing Education
05/31/15	Nicolet Federated Library System	2,083.33	Technology Grant
	<b>Total Grants</b>	<b>\$ 15,946.01</b>	

**Brown County Library  
Gifts, Grants & Donations Report  
June 2015**

#### Gifts & Donations

06/01/15	Central Donation Box (various donors)	19.03	Children's Garden
06/03/15	Prevea Health	5,000.00	Children's Garden
06/03/15	Craig Hileman	3.50	Library Improvements
06/10/15	Joanne Johnson	1,000.00	Ashwaubenon Improvements
06/10/15	Anonymous	70.00	Denmark Children's Prog.
06/17/15	Ann Kapitz	500.00	Southwest Improvements
06/17/15	Friends of Brown County Library	126.69	East Supplies
06/24/15	Sandra Bohman	200.00	East Improvements
06/30/15	Friends of Brown County Library	874.64	Software Subscriptions
06/30/15	Francis Beaumier	25.00	Library Improvements
06/01/15	Ashwaubenon	18.02	Donation Box
06/01/15	Bookmobile	6.30	Donation Box
06/01/15	East	27.90	Donation Box
06/01/15	Weyers/Hilliard	55.87	Donation Box
06/01/15	Central Circulation		Donation Box
06/01/15	Kress	10.85	Donation Box
06/01/15	Pulaski	5.85	Donation Box
06/01/15	Southwest	16.00	Donation Box
06/01/15	Wrightstown	8.40	Donation Box
	<b>Total Donations</b>	<b>\$ 7,968.05</b>	

#### Federal & State Grants

06/30/15	Nicolet Federated Library System	\$ 3,576.70	Collection Development
06/30/15	Nicolet Federated Library System	1,266.15	Continuing Education
06/30/15	Nicolet Federated Library System	2,083.33	Technology Grant
	<b>Total Grants</b>	<b>\$ 6,926.18</b>	

**Motion carried.**

### C. FACILITIES REPORT

#### 1. Facilities Committee Update

The Ashwaubenon Branch card access system is about 80% complete.

#### 2. Southwest Branch Addition Update

a. Discussion and possible action regarding the bids and scenarios resulting

A Tabulation Record/Intent to Award document was explained by B. Simons. Of the eight contractors participating, Silvercrest Construction Group of Kaukauna, WI was the low bidder. B. Simons further explained that the one-time costs of \$44,037 (includes permits, furniture, fixtures and equipment) could be included in the construction costs, and recurring costs of \$17,114 (utilities, maintenance, cleaning and additional BCTS chargebacks) would have to be built in to the 2016 budget. K. Pletcher asked about a timeline that the quotes are good for in the event the project would have to be delayed due to budget negotiations.

### **3. Central Library Facility**

C. Beyler received an estimate of \$30,500 to move the transformer and an estimate of \$89,547 to rework and improve the Central Library parking lot. Through additional reconfiguration, the library would gain 10 parking stalls for a total of 43. This may be worth considering for 2016 as the parking lot is in desperate need of repair. B. Simons talked to Chad Weininger (BC Administration) and recommended funding this project from the \$359,000 left in the 425 Library Renovation Fund. Since that fund is controlled by Public Works, the County Board would have to approve its use.

Other completed Central Library projects include a new sound system in the auditorium and the installation of real time energy monitoring.

## **V. BUDGET**

### **A. Approve Performance Measures, Mission Statement and Program Description**

This document is included in the published county budget book. Motion by N. Jeske, seconded by C. Bianchi to approve the Performance Measures, Mission Statement and Program Description including the changes of measurement headings from "Registered Borrowers" to "Active Card Holders" and to eliminate the "Program Strength" heading. Motion carried.

### **B. Approve 2016 Budget Proposal**

B. Simons presented three scenarios for a balanced budget. The library is in a very difficult position. The County Executive recommends levied funds for the library that he can support in his budget, and the Library Board controls how it is spent. The county levy in the County Supervisor's budget for the library for 2015 was \$6,189,558. The county levy for 2016 is \$6,284,073. The increase in the county levy is tied to an increase in costs for BCTS services and other indirect chargebacks. There is no additional funding to cover the 2015 gap in operating expenses. In addition, there are increased costs for technology equipment, software maintenance, supplies and printing, so the budget gap has grown. The County Board will have their say after the County Executive presents his budget, but right now, we only know what we are given by the County Executive.

### **OPTIMUM BUDGET:**

This budget scenario built in funding for one full-time housekeeper position (salary and benefits); and additional \$20,000 for Adult and Children's Programming; 40 new computers @\$1000 each plus peripherals and eReaders to checkout; an increase in dues/membership for professional membership in organizations like the American Library Association, Public Library Association, International Facility Management Association Customers of SirsiDynix users Group; landscaping; and books, periodicals, subscriptions. It also included revenue and expenditures from out of county payments and bills. Lastly, it provides for a van that would be used short-term as the delivery vehicle for the deposit collections. In order to prolong the life of the Bookmobile the library committed to using it less going forward in 2015. Doing so, previous Bookmobile stops have been augmented with deposit collections. Staff who manages and delivers the collections uses a county vehicle which must be reserved weekly and even when one is available it could be a van or a Toyota Prius. Boxes of materials do not fit well and it is difficult to plan not knowing what vehicle is available.

### **BUDGET OPTION 1 – SOUTHWEST BRANCH CLOSURE**

This budget scenario includes elimination of staff (3.06 FTEs) achieved by closing the Southwest Branch (this, however, does not mean eliminating Southwest Branch staff); layoffs would be based on performance and the operational needs of the library. Southwest is equidistant (2.5 miles) from the Central Library and the Ashwaubenon Branch, thus making its closure the least impactful when considering other locations. Before the closure of any branch was considered, the library took great efforts to eliminate as much out of its line item budget as it could to reduce the roughly \$313,000 structural deficit, grown from \$138,000 in 2015. This option includes elimination of: the staff's benefit of Casual Leave Payout, marketing data tools, the van, the additional position of Housekeeper, and materials reductions.

### **BUDGET OPTION 2 – CLOSE BRANCHES ON WEEKENDS**

This budget scenario would require the elimination of 2.83 FTEs and would result in a bigger impact on the entire county and on the library. In its line items, the same reductions are proposed as in Option 1, except the materials budget needs to be cut deeper because more staff are needed to keep all nine facilities open. Additionally, there is less savings in utilities and maintenance because nine rather than eight facilities are open.

C. Wagner suggested another option of reducing hours at all libraries. B. Simons replied that there is not volume in staffing cuts to meet the budgetary amount needed.

Supervisor Kaye asked what amount was needed (\$312,966 will keep everything as is and advance the Southwest Branch addition) and to tell the county what the library needs.

B. Simons stated that because the Southwest Branch addition would increase costs by over \$17,000 due to increases in county chargebacks for more computers in the branch, a larger cleaning cost, and greater utilities to heat, cool, and electrify the larger space the real number needed would be closer to \$330,000.

The amount appropriated is the County Executive's budget (proposed). B. Simons noted that the library is just trying to be a good steward of taxpayers' money and wants to be prepared. H. Kaye replied that the County Board doesn't want to cut.

K. Pletcher noted that B. Simons and L. Denault have to present one budget based on the information we have right now. All scenarios will be presented to Ed. & Rec. in the course of the process.

**Motion** by C. Wagner, seconded by C. Bianchi, to use the 425 Library Renovation Fund, held by Public Works, to fund the redesign and replacement of the parking lot at the Central Library. **Motion carried.**

**Motion** by N. Jeske, seconded by B. Nielsen, to use the remainder of the 425 Library Renovation Fund, held by Public Works, to fund the Southwest Branch renovation including FF&E and permits pending funding of the Optimum 2016 budget in full. **Motion carried.**

**Motion** by C. Bianchi, seconded B. Nielsen, to reluctantly adopt for submission to the County Executive, the balanced budget (Option 1) by closing the Southwest Branch. It was noted in discussion that the County Board at the Education and Recreation Committee level and at the Board of Supervisors level could make changes to the revenue to attain the Optimum Budget. **Motion carried.**

**Motion** by C. Wagner, seconded by N. Jeske, to support the additional funding to achieve the Optimum Budget plus the additional annual operating funds needed to fully support the Southwest Branch addition if county officials were to attain them. **Motion carried.**

#### **VI. DISCUSSION AND POSSIBLE ACTION ON BCL DEPUTY DIRECTOR POSITION DESCRIPTION**

**Motion** by N. Jeske, seconded by C. Bianchi to approve the Deputy Director position description and to direct the Executive Director to move forward on the hiring process. **Motion carried.**

#### **VII. ED & REC MEETING ROTATION PLANNING FOR BOARD MEMBER ATTENDANCE**

Chad Bianchi will attend the August 6 meeting.

#### **VIII. OLD BUSINESS**

##### **A. Adjacent County Billing**

Our bill to Outagamie is due March 1, 2016, B. Simons will call OWLS to inquire about payment and to determine their intent.

#### **IX. PERSONNEL COMMITTEE**

No report.

#### **X. NICOLET FEDERATED LIBRARY SYSTEM**

C. Wagner reported the last meeting was in Florence. NFLS is working on an updated mission statement.

#### **XI. PRESIDENT'S REPORT**

No report.

#### **XII. LIBRARY DIRECTOR'S REPORT**

There is a party interested in the third floor. Their plan, which may be only 3-4 months away from fruition, also included facade updates – lighting and signage. B. Simons will schedule a presentation from the group in an upcoming Library Board meeting.

B. Simons is reaching out to medical community to involve the library in the Reach Out and Read literacy program in which physicians coach their expectant and new parents on the importance of early literacy. A doctor in Ashwaubenon has implemented this program. B. Simons is meeting with her soon. Additionally, he is meeting with Adam Hardy from Achieve Brown County and The Volunteer Center to discuss expanding the Reading Coaches to include additional school districts.

**XIII. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW**

C. Wagner suggested discussing a different date and time for meetings due to difficulty in making a quorum.

**XIV. MEETING SUMMARY/NEXT MEETING PLANNING**

None.

**XV. ADJOURNMENT**

**Motion by B. Nielsen, seconded by N. Jeske, to adjourn the meeting. Motion carried.**

The meeting adjourned at 9:00 p.m.

**NEXT REGULAR MEETING**

**August 20, 2015**

**Central Library**

**515 Pine Street, downtown Green Bay**

**5:15 p.m.**

Respectfully submitted,

Dr. Christopher Wagner, Library Board Secretary  
Sue Lagerman, Recording Secretary



## PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A special meeting was held on **July 23, 2015 at 4:00 p.m.** at the **Brown County Central Library, 515 Pine Street, Green Bay, WI**

**PRESENT:** KATHY PLETCHER, CHAD BIANCHI, CARLA BUBOLTZ, NATHAN JESKE, and JOHN VAN DYCK

**EXCUSED:** BOB NIELSEN, TIM NIXON, VICKY VAN VONDEREN and CHRISTOPHER WAGNER

**ALSO PRESENT:** Brian Simons, Lori Denault, Sue Lagerman, and Becky Phillips (staff). John Fenner, Green Bay; Scott Vanidestine, Green Bay; Wendy Willens, Green Bay; Jennifer Jacobson-Carew, Green Bay; WLUK-FOX 11; Doug Schneider, Green Bay Press-Gazette; Bill Meindl, Green Bay Development News; Brown County Supervisors Harold Kaye, Guy Zima, Corrie Campbell, Staush Gruyszinski, and Pat Evans.

### **CALL TO ORDER**

President Kathy Pletcher called the meeting to order at 4:00 p.m.

### **I. APPROVE/MODIFY AGENDA**

There were no changes to the agenda. **Motion** by C. Buboltz, seconded by J. Van Dyck, to approve the agenda. **Motion carried.**

### **II. DISCUSSION AND POSSIBLE ACTION ON AMENDING THE 2016 LIBRARY BUDGET PROPOSAL**

The Library Board, at their meeting on July 16, reviewed three budget options. The Optimum budget option creates a structural deficit and the other two options require cuts (eliminating staff, cutting the book budget, closing the Southwest Branch and/or closing branches on weekends) to meet the levy amount given by the County Executive. To be clear the Optimum budget is only adequate. It is not extravagant. It would not provide unnecessary services like supplying a county-wide Netflix and Hulu accounts. It is merely adequate to provide a level of service of respectable quality. The Board reluctantly adopted the Southwest Closure Budget to show a balanced budget.

After a meeting with the County Executive, who opposes closing the Southwest Branch Library, a new budget option was created to align with additional funding the County Executive agreed to find. This 'Bare Bones Budget' requires an additional \$160,000 in funding. This new option provides for the Southwest Branch to be open in 2016 at the cost of moving other long-term needs to be addressed in future years. However, it provides a year to examine a long-term solution to the operating funding of the entire Brown County Library System.

C. Buboltz reminded that the Board passed a structural deficit in 2015 and they were not interested in doing that again. If this Bare Bones option passes it looks like the Board is passing another budget with a structural deficit. K. Pletcher had talked to Troy Streckenbach who indicated that he would have the levy amount raised to meet this shortfall and balance it.

Buboltz went on to remind that the 2015 budget was passed with the caveat if that level of funding wasn't maintained something would have to be done. This is only a short-term fix. K. Pletcher talked to T. Streckenbach about working towards a long-term plan since making these decisions ad hoc isn't a good way to do business. People need our library services and the Board does not want to be in this position every year. It would be beneficial to have both the public and county supervisors involved in the process to make a long-term plan a reality.

C. Buboltz noted that the library, again, is cutting its heart and soul to balance the budget – this is really an attack on the library's whole purpose. J. Van Dyck asked for confirmation that the county appropriation would be increased and it was reiterated that it would be.

County Supervisor Pat Evans asked if the option to close the Southwest Branch came from the County Executive. K. Pletcher replied that the decision was made by the Library Board and Library staff. A variety of options were explored and studies were done using actual data. Additionally, there are two other branches within 2 miles from the Southwest Branch that can fulfill the library needs of taxpayers. The City of Green Bay has three libraries. The East Branch has heavier use and is more distant from Central. The same rationale had been used to consider its closing instead, but closing the Southwest Branch is more logical.

Supervisor Evans questioned who the Library Board answers to and stated if the Board is truly independent then they should stand up to the County Executive and say that no branches will be closed and send the budget amount back for reconsideration. Otherwise, he indicated the Board is just doing the County Executive's bidding. Evans stated that the County Board has been very supportive of the library and the Library Board should take the position of the County Board not the County Executive.

J. Van Dyck responded to Supervisor Evans that this is just the beginning of the process – the budget can and likely will change. The Library Board facilitated the request of the County Executive under certain parameters. The budgets will end up before Ed & Rec where they will be tweaked and then to the County Board where they likely will be tweaked again.

Supervisor Corrie Campbell asked about other options taken. She asked if the Library Board was informed of the RFPs for the expansion of the Southwest Branch. J. Van Dyck replied that the Board does not control the levy amount. The only option was to find \$330,000 and staffing is 65% of the budget.

Supervisor Guy Zima stated that he is tired of the Southwest Branch and the Bookmobile being a political football. He stressed that the County Executive is not the final arbitrator – the County Board is and they have been extremely sympathetic to library. He thought this whole idea was put to bed. The community is interested in preserving it; it is efficient and it is used and loved by area residents; and libraries help stabilize neighborhoods.

Supervisor Zima went on to say that the Library Board is an independent board and felt the budget options were not very imaginative. K. Pletcher commented that it is understood that this is the first step. J. Van Dyck asked Supervisor Zima if it is his suggestion that the Library Board should have passed a budget with a \$330,000 deficit. The revenue line is frozen until the County Board decides. Is it better to pass a budget with a deficit and advance it to Ed & Rec and then if the library doesn't get an increase present what cuts have to be made to balance the budget?

J. Van Dyck asked if branch services and the book budget can't be cut where do you find \$330,000. Supervisor Zima answered that you have to tighten the belt a little bit all over - tell the staff to squeeze. If you need extra dollars – come and fight for them. The County Board listens and is reasonable. This issue has to be resolved in a better way. He indicated this is a real blow to his and Supervisor Kaye's efforts.

Supervisor Harold Kaye commented that no one wants to shut the branch down but this process has to be gone through. He suggested moving forward on developing a long-term plan. He noted that he is not happy with the County Executive's way of doing this. Favorable bids for expansion have been received and much remodeling has been done recently to the Southwest Branch.

Supervisor Staush Gruyszinski stated that cutting the Southwest Branch sounds tone-deaf to what Ed & Rec is trying to accomplish.

C. Buboltz commented that her understanding is that Supervisors Evans and Zima are saying that it is the Library Board's prerogative to set a budget. If \$160,000 is going to be allocated to meet the bare bones budget then the Library Board should forward the optimum budget.

**Motion** by J. Van Dyck, seconded by N. Jeske, to adopt the original optimum budget including recurring costs (\$17,114) for the Southwest Branch Library and to forward to the County Executive with a request of an additional \$330,080 (\$312,966 + 17,114) in county appropriations. **Motion carried.**

Lastly, Supervisor Zima commented that he wants the Southwest Branch off the table. He told the Library Board to come with a cooperative attitude to the County Board and expressed his disappointment with staff.

**III. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW** None.

**IV. ADJOURNMENT** **Motion** by N. Jeske, seconded by C. Bianchi, to adjourn the meeting. **Motion carried.**

The meeting adjourned at 4:53 p.m.

**NEXT REGULAR MEETING**

**August 20, 2015**

**Central Library 515 Pine Street, downtown Green Bay**

**5:15 p.m.**

Respectfully submitted,

Dr. Christopher Wagner, Library Board Secretary  
Sue Lagerman, Recording Secretary